



**Affordable Housing Trust Fund
Board of Trustees
Action Plan Working Group**

Date: July 21, 2022

Time: 8:30 AM – 9:30 AM

Location: Conducted via remote participation

Attendees: Neal Mongold, Jaclyn Pacejo, Calpurnya Roberts, Karen Kelleher, Kelly Lynema, Marisa Lau, Teresa Marzilli

Guests: Bev Gallo, Lynn Wolfsfeld, Rebecca Gruber

Meeting Summary

1. Discuss community engagement for Action Plan

Board members introduced themselves and invited others to do the same. Lynn Wolfsfeld described her interest in the Trust as a volunteer who provides assistance to refugee families looking for housing. Her work has made her increasingly aware of the challenges of finding housing when one is using a voucher.

Discussion focused on planning listening sessions for groups typically underrepresented in public comments, or most likely to need and benefit from affordable housing: renters, residents in affordable housing, people with a disability or disabilities, the BIPOC community, young people aged 15-35, and seniors. Electronic notifications about the sessions will be sent via email, online boards, and Town channels. Upcoming dates to volunteer to distribute flyers will be added to the Sign Up Genius page. Several updates to the flyer were discussed, along with administrative tasks related to tracking RSVPs and other email inquiries received. Anyone unable to attend the sessions should email their comments directly to ArlingtonAHT@gmail.com. Rebecca reported that the Disability Commission had recommended holding a virtual Saturday session for people with disabilities, possibly on August 6th at 10:00 a.m.

Facilitator training by Calpurnya will take place next week on Wednesday July 27th at 7:00 p.m. for members and other volunteers, and the public forum on survey results will take place the following evening. There were several questions from members who volunteered to facilitate the sessions. Calpurnya reminded everyone that the facilitators

are there to listen, and participants are interested in being heard. Kelly also shared her experience with facilitating similar meetings. She noted a standard script for the meetings will be developed so that participants are receiving the same information for the discussion. Neil will reach out to affordable housing residents he knows who might be interested in facilitating; Calpuryia will circulate session questions to the working group for feedback.

Additionally, a working group meeting was scheduled for next Friday July 29th at 8:30 a.m.

2. Survey Forum Planning

The group discussed whether to hold breakout groups at the virtual forum, which will serve as a general listening session as well for anyone who doesn't fall into one of the categories for the targeted listening sessions. Rebecca shared an example of what worked well at the recent virtual public meeting on modifying the overnight parking ban. Meeting administration (who will lead forum, chat options, etc.) was discussed. Karen thanked everyone and asked them to look out for an email with requests for their assistance at the forum next week.

Meeting adjourned at approximately 9:30 a.m.